



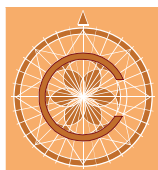
INDEFINITE QUANTITY CONTRACT FOR RULE OF LAW SERVICES

Contract No. AEP-I-00-96-90030-00
(Formerly: AEP-5468-I-00-6030-00)

Quarterly Progress Report
April 1 – June 30, 2000

Submitted to:
U.S. Agency for International Development

Submitted by:



CHEMONICS INTERNATIONAL INC.



July 31, 2000

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**CHEMONICS CONSORTIUM
QUARTERLY PROGRESS REPORT
APRIL 1 – JUNE 30, 2000**

***INDEFINITE QUANTITY CONTRACT FOR
RULE OF LAW SERVICES***

**USAID CONTRACT NO. AEP-I-00-96-90030-00;
formerly AEP-5468-I-00-6030-00**

A. CONSORTIUM MANAGEMENT

There are no consortium management issues to report.

B. ACCOMPLISHMENTS DURING THE REPORTING PERIOD

**USAID/Russia - Russian American Judicial Partnership, Task Order No. 802,
September 29, 1997 – August 15, 2000, Ceiling Price \$4,100,000**

*Home Office (HO) Project Management Unit: William Slocum, project supervisor; and,
Marisa Hines, assistant project administrator.*

The purpose of this task order is to provide assistance to the Russian American Judicial Partnership (RAJP) in its work to develop a credible and fair Russian judiciary and court system. A series of mutually reinforcing activities with the Commercial Court, the Court of General Jurisdiction, the Supreme Court, and the Council of Judges accomplish this work. Through a partnership between Chemonics and the US-based National Judicial College, RAJP trains staff of the Commercial Court in new commercial legislation and the Courts of General Jurisdiction in systems development, court administration, and case management. In addition, RAJP is working with the Council of Judges to develop its capacity as a governing body and with the Supreme Court to create a judicial training institute. Most recently, RAJP has worked with the Supreme Qualifying Collegia, a group of judges responsible for both the selection and discipline of judges, and the Judicial Department, a newly created entity which has the responsibility of administering the Federation's court system.

Quarterly Progress Report

The Russian-American Judicial Partnership (RAJP) program continued to contribute to a stronger and more independent Russian judiciary during this reporting period by improving judicial understanding of legal reforms and judicial ethics, and transferring court administration skills. The program also worked towards developing sustainable partnerships between the United States and Russian judiciary, and educating judges and others through intensive and relevant workshops on issues related to judicial reform. Changes in Russian legislation have provided the judiciary with greater independence, and as the Russian judiciary responds to these changes, RAJP will continue to assist the judiciary as it develops into a more credible, fair and independent branch of government.

Courts of General Jurisdiction (Judicial Department)

Our activities with the Courts of General Jurisdiction are targeted at promoting greater independence throughout the Judicial Department. For nearly three years, the Judicial Department has assumed the administrative and financial responsibility for court management previously held by the executive branch under the Ministry of Justice. RAJP views the development of the Judicial Department as a priority and a promising sign for the emergence of a free and independent judiciary in Russia.

In April, RAJP and a committee of Judicial Department court automation experts from throughout Russia met in Moscow to do a final review and refine the draft of the “Guide to Automating the Courts of the Russian Federation.” A final version was produced and published as a guide to improve court processes, promote a uniform case management approach and ultimately enhance the system’s ability to reduce delays and backlogs.

At a December 1999 workshop, presenters from Russia and the United States discussed the qualifications, roles and responsibilities of future court administrators. As a result, Russian court administration experts, the Administrative Office of the United States Courts, the National Association for Court Management and RAJP worked closely to provide the Judicial Department with substantive input to create the court administrator position. In April, in response to the Judicial Department’s request, RAJP began compiling model qualification requirements for court administrators with the hope that the requirements will result in the improved quality of candidates for these positions.

RAJP was also requested to participate in the drafting of a training manual for newly selected administrators. This manual concretely and clearly states the objectives and responsibilities of the positions allowing the administrators to realize their role in the judiciary process. The draft court administrator’s manual was produced for the Judicial Department in June.

Academy of Justice

The RAJP team worked closely with the Academy of Justice (AOJ) in finalizing the “Russian Judge’s Book” in June. The book builds on two years of training on ethics and court administration. From our experience training over 500 judges we recognized a need for an up-to-date resource book on the Russian judiciary for new as well as experienced judges. The book contains general information on the Russian judicial system and judging, including ethical issues, court procedure, judicial administration and media relations. Professor Valentin Yershov of the Russian Law Academy of the Ministry of Justice stated that the book would become the “Russian Judges Bible.” Most of the authors are Russian judges, court chairs, or court administrators. Contributors include Vyacheslav Lebedev, Chief Justice of the Supreme Court; Venyamin Yakovlev, Chief Justice of the Supreme Commercial (Arbitrazh) Court; Justice Yuri Sidorenko, Chair of the Council of Judges; Justice Valentin Kuznetsov, Member of the Supreme Collegia on Judicial Qualifications; Valentin Chernyavsky, General Director of the Judicial Department; and Valentin Yershov, President of the Russian Law. The Judge’s Book will be published under the auspices of the AOJ in July 2000 and disseminated to as many Russian judges as feasible.

Collegia on Judicial Qualifications (CJQ)

The objectives of our work with the Collegia on Judicial Qualifications (CJQ) are to reduce corruption and to improve the integrity of judges by strengthening their institutional capabilities. RAJP has improved the capacity of the CJQ to fight corruption and exposed judges from all the regions of Russia to new models and ideas concerning judicial selection, ethics and discipline.

The RAJP team drafted a set of training manuals and instructors’ workbooks on the selection of judges and judicial ethics in cooperation with the CJQ and the AOJ in May. After the drafting of the instructional guides, RAJP organized a three-day faculty workshop dedicated to training new Russian faculty on adult education techniques using a trainer from the National Judicial College. As a result of the workshop, participants can be expected to identify and use principles of effective adult judicial education to plan training sessions on judicial selection, ethics and discipline.

Commercial Courts

Assistance to the Commercial Courts is targeted at increasing its capacity to train judges in substantive Russian commercial and administrative law, developing reference material in commercial and administrative law, improving court administration, and improving Internet access so the court can publish key decisions and training materials on-line.

In late June, RAJP conducted seminars in Moscow and Sakhalin regarding the topics of disputes arising from sales and delivery contracts, real estate transactions, damages, and managing cases involving foreign companies in Moscow. Materials from the workshops are expected to be disseminated via the Supreme Commercial court website and electronic mail, and used for training throughout Russia.

Council of Judges

RAJP's work with the Council of Judges (COJ) is targeted at improving the COJ's ability to function as a governing body for Russian judges. We assist the COJ by providing presenters for its semi-annual meeting and supported the promising partnership of the COJ and United States Judicial Conference. We also continue to promote possible COJ membership with the International Association of Judges through discussions with the International Association of Judges. Admission to this association would assist the COJ and Russian judges to meet international standards and add prestige to the Russian judiciary.

USAID/ El Salvador- Legal Education Training, Public Information Dissemination, Alternative Dispute Resolution Services, and Technical Support for Justice Sector Plans and Contract Management, Task Order No. 804, September 8, 1998 – June 30, 2000, Ceiling Price \$1,302,411.

HO Project Management Unit: Robert Buerghenthal, project supervisor; Anne Maschino, project manager; Beatrice Zimmermann, project administrator; and, Catherine Burke, assistant project administrator.

The scope of work for this task order continued to focus on the implementation of legal education training, public legal information dissemination, alternative dispute resolution services, and technical support for justice sector plans and contract management in El Salvador. The goals of the project are: to increase the general level of awareness and understanding of the criminal justice system and the pending changes to that system; to promote an open and mutually beneficial relationship between the justice system and the news media; to promote the use of alternative dispute resolution and mediation where possible; and to facilitate justice sector modernization and outreach efforts through technical support and procurement of necessary materials/commodities. Activities continued to move strongly and according to plan for all components through the end date of the project.

The project, which was extended through April 30, 2000, was granted a budget modification for final activities and a second extension through June 30, 2000 by USAID/El Salvador. Closeout began the week of June 19 and was completed on June 30, 2000.

Quarterly Progress Report

The following activities took place during this reporting period:

Component I: Legal Education Training, Inter-Institutional Coordination, & Strategic Plan Development

Having completed all the training workshops under this component in the last quarter, the participants had the opportunity to utilize their newly acquired skills in a practical application. During this quarter the *Unidad Tecnica Ejecutiva* (UTE), the governing body of the justice sector and our local counterpart, together with pilot program communications officers representing the various legal institutions, managed a public legal education (PLE) campaign for intra-family violence, based on training received in the past two years. The group met to identify the target audience, design the strategies of the campaign and worked with local outside consultants to design materials, including posters, pamphlets, and informational booklets, for distribution. In addition to the printed materials, an educational video was created for distribution. In addition to organizing the campaign, the UTE worked on the final changes of a draft PLE campaign training manual, which will be submitted with the final report.

Component II: Improving Public Information Dissemination Policy, Practices, & Operator Skills

The first site visit of the quarter took place May 2-6, 2000. The main objectives of the visit were to a) hold two workshops for distributing, analyzing and discussing the document "*Analysis of the Communication Units of Salvadoran Justice Sector Institutions*" to the Coordinating Commission for the Justice Sector and to the chief press officers of the Justice Sector, b) hold a workshop with the strategy committee established by the titlarks on the design and development of communication policies and strategies for the Justice Sector, and c) hold a one-day planning session with representatives of the Supreme Court of Justice and the strategy committee to discuss the institutional design and development of communication policies and strategies.

The second site visit occurred from May 22-June 2. The consultants held four one-day planning sessions on institutional communication with the press chief officers and members of the communications units of the Ministry of Public Security and Justice (MSPJ), Prosecutor General Office (FGR), Attorney General Office (PGR), National Council of Judiciary (CNJ) and the Implementing Technical Unit (UTE). Another workshop was held with the strategy committee established by Justice Sector *titulares* on the design and development of communications policies and strategies for the Justice Sector. The team presented the draft policy and strategy document to the *titulares* and

held a third workshop on the development of special communication programs, media relationships, crisis communication, internal communication, customer service, education (including tool development) addressed to the press chief officers and members of the communications units of the justice sector institutions. The fifth and final workshop of this trip discussed restructuring communication and institutional planning (including organization of the communication units, budgeting, control processes and evaluation), was addressed to the press chief officers and members of the communications units of the justice sector institutions.

From June 18-22, the third site visit took place. The purpose of this trip was to hold one two-day workshop on writing press releases for the members of the communications units of the Justice Sector, and hold a one-day workshop on managing the media and holding press conferences for the Coordinating Commission of the Justice Sector. The May-June Media activities produced the fifth and final versions of the *"Propuesta para la Definicion de Politicas y Estrategias de Comunicacion"* for the Sector as a whole and for each legal institution.

Component III: Design and Development of Court Annexed Alternative Dispute Resolution Services

Having completed all training activities in the previous quarter, the team drafted the Conciliation Training Reference Manual and a final report with future recommendations for alternative dispute resolution in El Salvador. The 80-page reference manual combines a Conciliation Trainers Manual for selecting and training conciliators with a Conciliation Manual explaining the conciliator's job and the conciliation process, and includes role plays for juvenile, criminal, and family cases. The final report provides an overview of the project activities including the initial needs assessment, the project design, conciliator selection and training, judge and attorney orientation, development of a training module and training materials, and pilot program operations. The final report concludes with recommendations for potential conciliation initiatives in the future. These recommendations incorporate: 1) general observations of the pilot experience; 2) client survey information; 3) views expressed by judges, multidisciplinary team members, prosecutors, public defenders and others who participated in the project; and 4) the consultants' perspectives regarding each of the topics addressed.

Component IV: Technical Support for Justice Sector Plans and Contract Management/Additional Activities

Y2K Upgrade

In mid-June, a team of IT consultants traveled to San Salvador to assist in the installation and configuration of the servers and other hardware and software purchased for the UTE as part of the Y2K Hardware and Software Upgrade component. Specifically, the team was responsible for the installation of a new Email server with Microsoft Exchange 5.5 and Norton Antivirus for Exchange, installation of a new Backup server running Veritas Backup Executive and Norton Antivirus Corporate Edition, the upgrade of service packs

on existing servers (web server and primary domain controller), installation of a new Smart UPS and configuration of Powerchute software on the new servers, and installation of a new 24 port 10/100 hub.

The team also provided basic training related to the upgrade of equipment in the use of Outlook 2000, shared file management, and the user features enabled through the new Exchange server, to UTE staff.

Feasibility Study for Independent Forensics Institute

In June, two Puerto Rican consultants were recruited, hired, and fielded to El Salvador to perform a feasibility study for establishing an independent forensics institute in San Salvador. In close coordination with USAID/El Salvador and the International Criminal Investigative Training Assistance Program (ICITAP), the team interviewed both individuals and groups within the forensic sciences and analyzed the Salvadoran constitution and other related legal documents. In addition to recommendations, the report includes the results of the interviews and a proposed organizational chart for an independent forensics institute. At the Mission's request, Chemonics prepared two reports, a confidential version and a public version.

Feasibility Study for Witness Protection Plan

USAID/El Salvador requested a feasibility study of alternative protective services for witnesses and victims. Chemonics' expert criminal justice team performed the feasibility study at the end of last quarter. The trip report and findings from the law enforcement team's feasibility study for a witness protection program were submitted to USAID/El Salvador at the beginning of this quarter. At the Mission's request, Chemonics prepared two reports, a confidential version and a public version.

Printing of Legal Publications

After receiving approval from USAID for the mock-ups of various legal publications of general public interest, a local company was hired to print the following publications:

- *Orientaciones sobre el nuevo proceso pena,*
- *Glosario de terminos juridicos para comunicadores,*
- *Constitucion de la Republica de El Salvador con sus reformas, 1991-2000,*
- *Seleccion de ensayos doctrinarios, nuevo codigo procesal penal, y*
- *Constitucion con sus reformas y recopilacion de legislacion penal de menores, tomo I y II.*

The UTE will be responsible for both the distribution and the monitoring of distribution of all the publications.

Closeout

Closeout took place the last two weeks of June. The home office project administrator traveled to El Salvador to successfully close out the project field office for this task order. This included termination of all service contracts, transfer of project commodities per USAID instructions, and preparations for the final report. The home office project supervisor also traveled to El Salvador for technical debriefing meetings with the USAID Mission, the UTE, and local partners. Closeout was successfully completed on June 30. The final invoice and project final report are pending.

USAID/Zambia- Implementation of Court-Annexed Mediation in Zambia, Task Order No. 807, December 15, 1999 – September 30, 2000, Ceiling Price \$496,227.

HO Project Management Unit: Robert Buerghenthal, project supervisor; Anne Maschino, project manager; Beatrice Zimmermann, project administrator; and Catherine Burke, assistant project administrator.

The objective of this task order is to provide a fully operational mediation system in Zambia. Toward this end, Chemonics will: review the Zambian mediation model; assist the Judiciary to select lawyers and non-lawyers to be trained as mediators; provide mediation training and then co-mediate cases with trainees; evaluate and make recommendations following each training; and, provide technical assistance to design administrative systems and procedures.

Quarterly Progress Report

The first of two mediation training sessions was conducted in Lusaka, Zambia during this reporting period. A team of seven US consultants traveled to Zambia for two weeks, from April 17 to 28, 2000. During the first week of their trip, the consultants trained Zambian mediators in mediation techniques. Thirty-six Zambian professionals were trained as mediators.

The newly trained mediators had the opportunity to use their skills during the second week of the trip, when a “Settlement Week” was held. During Settlement Week, the Zambian mediators mediated actual court cases that had been referred by the Zambian courts for mediation. The US consultants mentored the mediators during their cases. After each day of training, the Zambian mediators were asked to evaluate the effectiveness of the training and rate each aspect of the training. Overall, the mediation training was well received and the mediators ranked all the activities as being moderately effective to very effective. They were all interested in the mediation process and almost all trained mediators went on to participate in “Settlement Week” mediation cases.

The draft trip report and recommendations from the April trip were submitted to USAID Zambia in June when Sidney Watae, Democracy and Governance Advisor for USAID Zambia, came to the Chemonics International home office for a meeting with Chemonics staff and project consultants. During the course of the meeting, which was held on June 9, 2000, there was the opportunity to discuss arrangements and plans of the second training and settlement week session, which is to be held in Ndola, Zambia in late July. Mr. Watae indicated the plans for the training session were on schedule and that he had traveled with Erasmus Masuwa, the Chemonics local coordinator for the project, to Ndola to prepare for the training activities. Mr. Watae also said that the Zambian Judiciary had discussed plans to create a separate mediation center and that the Chemonics training sessions had been well received. During the course of the meeting, Mr. Watae and the Chemonics International consultants discussed the recommendations for the future training sessions and agreed on next steps for the project. A final version of the trip report was sent to USAID Zambia in early July.

The second training and settlement week session will be held in late July- early August and a report on that session will be included in the next quarterly report.

C. TASK ORDER FINANCIAL DATA

This information is provided in Annex A.

D. TECHNICAL REPORTS

USAID/El Salvador – Legal Education Training, Public Information Dissemination, and ADR Services, Task Order No.804. Conciliation Training Reference Manual. Please see hard copy of report.

USAID/El Salvador - Legal Education Training, Public Information Dissemination, and ADR Services, Task Order No.804. Y2K Trip Report. Please see hard copy of report.

USAID/El Salvador - Legal Education Training, Public Information Dissemination, and ADR Services, Task Order No. 804. Independent Forensic Science Institute Feasibility Study. Please see hard copy of report.

USAID/ El Salvador - Legal Education Training, Public Information Dissemination, and ADR Services, Task order No. 804. Witness Protection Study (Public Version). Please see hard copy of report.

USAID/Zambia – Implementation of Court Annexed Mediation in Zambia, Task Order No.807. Mediator Training and Settlement Week #1 Trip Report. Please see hard copy of report.

ANNEX A
FINANCIAL DATA OF ACTIVE TASK ORDERS

USAID/Russia

Russian American Judicial Partnership
Task Order No.802

Ceiling Price:	\$4,100,000
Obligated Amount:	\$4,100,000
Costs Incurred This Period (thru 5/00):	\$154,394
Total Costs Incurred (thru 5/00):	\$3,408,202

USAID/El Salvador

Popular Legal Education, Inter-Institutional Coordination, and Strategic Plan Development
Task Order No.804

Ceiling Price:	\$1,302,411
Obligated Amount:	\$1,302,411
Costs Incurred This Period (thru 5/00):	\$132,319
Total Costs Incurred (thru 5/00):	\$1,019,999

USAID/Zambia

Implementation of Court-Annexed Mediation in Zambia
Task Order No.807

Ceiling Price:	\$496,227
Obligated Amount:	\$496,227
Costs Incurred This Period (thru 5/00):	\$87,951
Total Costs Incurred (thru 5/00):	\$136,302

RULE OF LAW TASK ORDER SUMMARY
USAID Contract No. AEP-I-00-96-90030-00; formerly AEP-5468-I-00-6030-00

Updated: August 1, 2000

Sr. Manager Robert Buerghenthal, x7468
Project Mgr. Anne Maschino, x7509
Asst. Proj Adm.: Catherine Burke, x7554

CO: Michael Gushue
CTO: Aleksandra Braginski,
Michael Miklaucic

IQC Ceiling: \$20,000,000
Eff. Date: September 30, 1996
Compl. Date: March 30, 2000
TO Compl. Date: September 30, 2000

Task Order No. & Country	Title	Effective Date	Completion Date	Ceiling Price	Obligated Amount	USAID CO & CTO
800 - South Africa	Technical Assistance for the Development Employment Equity Legislative and Policy Framework	5-Sep-97	1-Sep-98	\$364,983	\$364,983	CO: Virginia Speidel CTO: Aleksandra Braginski USAID/South Africa
801 - Indonesia	Technical Assistance for Legal Reform Assessment	29-Sep-97	15-Feb-98	\$229,443	\$229,443	CO: Sharon Cromer USAID/Indonesia CTO: Patty Kendall USAID/Indonesia
802 - Russia	National Judicial College Judicial Reform Program	29-Sep-97	15-Aug-00	\$4,100,000	\$3,900,000	CO: Orion Yeandel USAID/Russia CTO: Patrick Murphy USAID/Russia
803 - Rwanda	Technical Assistance to the Ministry of Justice on Improved Public Awareness Campaign	27-May-98	31-Mar-00	\$2,647,189	\$2,647,189	CO: Christine Lyons USAID/REDSO CTO: Ken Lizzio USAID/REDSO
804 - El Salvador	Legal Education Training, Public Information Dissemination, and ADR Services	8-Sep-98	30-Jun-00	\$1,302,411	\$1,302,411	CO: Leonel Pizarro USAID/El Salvador CTO: Anna Klenicki USAID/El Salvador
805 - West Bank/ Gaza	Feasible Options for Rule of Law Programming	30-Sep-98	4-Dec-98	\$197,073	\$197,073	CO: Tim Beans USAID/WB/Gaza CTO: Kim Delaney USAID/WB/Gaza
806 - Dominican Republic	Justice Sector Technical Assistance and Training	19-Feb-99	31-Mar-00	\$1,585,095	\$315,486	CO: Clem Bucher USAID/DR CTO: Ron Glass USAID/DR
807 - Zambia	Implementation of Court-Annexed Mediation in Zambia	15-Dec-99	30-Sep-00	\$496,227	\$496,227	CO: Karin Kolstrom USAID/Botswana COTR: Miles Toder USAID/Zambia

GRAND TOTAL:	\$10,922,421	\$9,452,812
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